



## Program Request Form

### CONTACT INFORMATION

Name \_\_\_\_\_

Affiliation \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**THIS REQUEST DOES NOT GUARANTEE APPROVAL.  
NOTIFICATION WILL BE GIVEN WHEN APPROVED.**

Today's Date: \_\_\_\_\_

Requested Program Date: \_\_\_\_\_

Alternate Date 1. \_\_\_\_\_

Alternate Date 2. \_\_\_\_\_

By submitting this request, the group agrees to all the policies and rules found in the Program Policy.

Requested Program Location: **Charleston Harbor** **ACE Basin**

Requested Program Time: **Beginning** \_\_\_\_\_ **Ending** \_\_\_\_\_

Will you be bringing and eating lunch during your requested program time? **Y/N**

***\*\*\*Programs are restricted to one-half hour after sunrise and one-half hour before sunset.***

### OFFICIAL USE ONLY

\_\_\_\_\_  
C CH IDT M #  
Initial \_\_\_\_\_ Initial \_\_\_\_\_

Departure Location: \_\_\_\_\_

Departure time: \_\_\_\_\_

Captain: \_\_\_\_\_

Mate: \_\_\_\_\_





### GUEST INFORMATION

Name of Group \_\_\_\_\_

Type of Group (school group, civic club, etc.) \_\_\_\_\_

Number of Students/Passengers \_\_\_\_ Grade/Age of Students/Passengers \_\_\_\_

Number of Chaperones \_\_\_\_\_ (one chaperone per 10 students required)

\*\*\*\*Please attach a list of all names of participants (students and adults)

### REASON FOR APPLYING

---

---

---

---

---

---

---

Please list any medical conditions of participants in the table below.

Name	Condition	Medication

Please return this form in addition to the Land Program Form to:

Elizabeth Vernon, Coordinator  
Carolina Coastal Discovery Marine Education Program  
217 Fort Johnson Road  
Charleston, S.C. 29422



217 Fort Johnson Road Charleston, SC 29422-2559 (843) 953-9359 [www.dnr.sc.gov/ccd/](http://www.dnr.sc.gov/ccd/)





# Carolina Coastal Discovery

## Marine Education Program



### Wetland Workout!

Did you know that fiddler crabs are great workout instructors? Did you know that periwinkle snails “dance”? Come find out as they lead us on an adventure through the salt marsh. We’ll explore the secret life of the marsh and estuary ecosystems by collecting some of the animals and tasting some of the plants that inhabit the area, play games to discover how baby turtles “hurdle” over obstacles to become adults and how baby marine animals find protection, as well as discover why the pluff mud smells so sweet to us!



### Rock My World

If you can imagine underwater volcanoes towering higher than Mount Everest and deep holes in the sea floor that go seven miles then this is the activity for you! Using a brightly colored puzzle, interactive CD-ROM and edible activities, students will discover how underwater ridges, volcanoes and other natural features develop. We will explore the movement of the continents and discover how this influenced populations of animals and plants.



### Close Encounters of the Intelligent Kind

How are oysters and octopus related? Did you know that the giant squid can reach up to 60-feet long? Come explore two of the most intelligent marine organisms in the ocean: octopus and squid. Think they are just squishy and gross? Think again! Through our in depth study and dissection you will discover how unique they are! Optional calamari eating at the end!



### Walk the Plank-ton

Discover the hidden world of floating plants and animals and why these organisms are considered to aimlessly “wander” the ocean. Participants will collect plankton using a plankton net and identify the species abundant in South Carolina waters utilizing microscopes. You and your team will create your own species of plankton and race it for prizes! Will your plankton win the race? Sign up and find out!!!





# Carolina Coastal Discovery

## Marine Education Program



### Something's Fishy...

Cast your interest and fishing line this way as we explore the exciting world of fish! Join us as we discover the aspects of their body and behavior that make them unique. Find out important conservation methods to keep their populations healthy for the future. Choose from the following:

- 1) **Gyotaku (fish printing)**: Discover the ancient Asian method of documenting fish size! We will use rubber fish stamps to paint and decorate T-shirts, towels, hats, paper, and other printable materials.
- 2) **Crinkle Can Fish/Bottle Fish**: Wait! Don't throw that soda can or bottle away!! We will use this "trash" to make creative fish for ornaments or other decorative uses!
- 3) **Fish Tales...**: "My fish was THIS big"! Learn how to bait and cast a fishing line and throw a cast net as we surf fish. Learn how to correctly identify and measure fish to make sure that you are within the legal South Carolina limits.

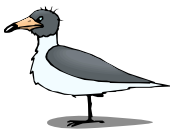


### Friend or Foe?

Did you know that there are over 30 species of sharks off South Carolina's coast? Students will learn about the different kinds of sharks, shark senses, shark myths, and shark biology through a variety of hands-on demonstrations and activities. Look at fossilized sharks teeth and learn how to determine the size of the shark!

**\*New!\*** Enhance the Friend or Foe Program with a spiny dogfish shark dissection!

**\*Note\*** Dissections are dependent on the number of preserved sharks in stock. If ordering extra sharks is required, at least 2 months advance notice is necessary.



### Bird Brains – NEW!

Have you ever wished you knew more about birds, but didn't know how to get started? If so, then this is your chance! Students will learn how to identify common coastal bird species by sight and sound. The program will also teach students about food webs, the specialized feeding strategies of various coastal birds, and bird migration.





## **Program Policy**

The South Carolina Department of Natural Resources' (SCDNR) Carolina Coastal Discovery Marine Education Program provides destination-based marine science programs for participating groups. Vessel and land programs focus on the conservation and protection of the state's marine and coastal natural resources. The Program Policy below reflects the SCDNR's commitment to quality and safety while aboard the vessel and while participating in the land-based activities.

### **Vessel Policy**

- 1) The *Education Vessel (E/V) Discovery* will be docked at the SCDNR's Marine Resources Division in Charleston or at the Michael D. McKenzie Field Station in the ACE Basin. The vessel's location is determined by seasonal school program scheduling, and the SCDNR will not relocate the vessel except during the scheduled relocations that are set each year.
- 2) The *E/V Discovery* can accommodate 49 participants including captain and crew, but the number of participants is the discretion of the captain and Program Coordinator.
- 3) One chaperone must be present per 10 students. A Chaperone Responsibility Form will be mailed out separately upon approval of Program Request Form.
- 4) All participants must be at least in the 5th grade.
- 5) All participants should wear appropriate attire and footwear. Tennis shoes, and sandals with a back-strap are acceptable. Flip-flops are not allowed. Loose or baggy clothing should not be worn. The vessel captain will determine if attire is appropriate.
- 6) All non-SCDNR participants under the age of 21 are required to wear a US Coast Guard approved Personal Floatation Device (PFD), or life jacket while on board. PFDs are provided to participants upon boarding.
- 7) SCDNR staff will give a safety talk before boarding the vessel. Staff will indicate the location of first aid kits, life jackets and procedures to follow in the event of an emergency.



8) Inappropriate behavior such as not following directions, throwing objects or litter from the vessel, horseplay, running, hanging from sides, lack of cooperation, etc. will not be tolerated. Should this type of behavior occur, the captain has the authority to terminate the program and return to the dock.

9) Any groups with participants requiring special accommodations, such as wheelchair assistance, must submit a description of accommodations needed on the **Carolina Coastal Discovery Program Request Form**.

10) Group coordinator should indicate on the Program Request Form any medical conditions and medications of participants with asthma, diabetes, etc. If no medical conditions exist among participants, this should be indicated on the Program Request Form. It is the passenger's responsibility to have medication available and with them onboard.

### **Land Program Policy**

1) Land-based programs will take place outside, in a classroom or both.

2) Group coordinator should inform participants to wear appropriate outdoor clothing.

3) Students must stay with their assigned groups and chaperones at all times. It is the chaperone's responsibility to ensure all students are accounted for throughout the program.

4) Land programs are suitable for every grade and age. The content will vary based on the ages of the students. Special topic requests may be indicated on the Land Based Program Form, and the Program Coordinator will try to accommodate the request.

5) Dissections will utilize sharp tools, and in some cases, chemically treated specimens. Upon request, SCDNR staff will provide gloves.

6) Binoculars, field guides and all other educational supplies will be provided.

7) Inappropriate behavior will not be tolerated, and the program may be terminated in the event of misbehavior.

### **Scheduling Procedures**

Requests for programs must be received at least **three weeks prior** to requested program date. No exceptions are allowed unless authorized by the SCDNR's Office of Public Affairs (OPA).

All groups are required to fill out a **Carolina Coastal Discovery Marine Education Program Request Form**, no exceptions. **Submission of the Program Request Form does not guarantee approval.** The Program Coordinator will notify groups



via phone, mail or e-mail of their approval or denial no more than 10 business days after Program Request Form is received.

Be sure to complete all necessary forms when applying for a program:

- 1) Program Request Form with a list of names, ages and grades (if applicable) of all participants.
- 2) Land Based Program Form. Please indicated a first and second priority on the space provided

Upon approval of a program request, the Program Coordinator will send the following additional information: Chaperone Responsibility Form, Materials List, Directions, and a Program Agenda.

### ***Requesting the E/V Discovery for Scientific Projects***

To request the use of the *E/V Discovery* for scientific purposes, submit the following to OPA: 1) a written summary describing the type of work that will be conducted, and 2) the completed Carolina Coastal Discovery Program Request Form. All forms must be submitted at least **three weeks** before the requested project dates. Vessel usage dates are scheduled on a first- come, first- serve basis. If approved, the requestor will receive approval notification and available dates from the OPA.

The OPA in consultation with Vessel Operations will decide which projects are appropriate for the *E/V Discovery*. The vessel is not appropriate for projects that may damage or stain the canvas or deck.

The vessel will depart no earlier than one-half hour after sunrise and must be docked no later than one-half hour before sunset.

### **Liability**

The SCDNR cannot be held responsible for any lost, damaged or stolen property before, during or after a **Carolina Coastal Discovery** Marine Education Program, scientific cruise, or at any SCDNR facility or property.

### **Liability**

The SCDNR cannot be held responsible for any lost, damaged or stolen property before, during or after a **Carolina Coastal Discovery** Marine Education Program, scientific cruise, or at any SCDNR facility or property.





## **Evaluation Form**

Thank you for participating in the Carolina Coastal Discovery Marine Education Program! Please answer the following questions so that we may continue to improve upon the quality of our educational programs.

### **Part A. (OPTIONAL)**

---

**Teacher/Parent/Participant name** \_\_\_\_\_

**Date of program** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Participant's mailing address**

---

---

---

### **Part B. Program Logistics**

**Program(s) attended** \_\_\_\_\_

**Age of students** \_\_\_\_\_ **# of students** \_\_\_\_\_ **# of adults** \_\_\_\_\_

**Location of program** (mark all that apply)

- \_\_\_\_\_ SCDNR Marine Resources Division (Charleston)
- \_\_\_\_\_ Educational Vessel *Discovery*
- \_\_\_\_\_ Michael D. McKenzie Field Station (Bennett's Point)
- \_\_\_\_\_ Donnelley Wildlife Management Area
- \_\_\_\_\_ Edisto Interpretive Center
- \_\_\_\_\_ Edisto Beach State Park
- \_\_\_\_\_ School Classroom
- \_\_\_\_\_ Other \_\_\_\_\_

### **Part C. Quality of Program**

1) Did the program(s) meet your expectations? YES \_\_\_\_\_ NO \_\_\_\_\_

2) Have you participated in our program before? YES \_\_\_\_\_ NO \_\_\_\_\_



3) Would you attend another of our programs? YES \_\_\_\_ NO \_\_\_\_  
Why or why not?

---

---

4) Would you refer our program to other groups? YES \_\_\_\_ NO \_\_\_\_  
If no, please explain:

---

---

5) Please rate the following (circle one number per question):

	Very satisfied			Unsatisfied	
a) Overall quality of program	5	4	3	2	1
b) Ease of scheduling	5	4	3	2	1
c) Responsiveness to program request	5	4	3	2	1
d) Communication with staff prior to visit	5	4	3	2	1
e) Instructor knowledge of subject matter	5	4	3	2	1
f) Enthusiasm of instructors	5	4	3	2	1
g) Professionalism of instructors	5	4	3	2	1
h) Quality of facility	5	4	3	2	1
i) Participants' enjoyment	5	4	3	2	1
j) Organization of program	5	4	3	2	1

6) What did you learn from participating in the program(s)?

---

---

7) What was the best part of the program(s)?

---

---

8) What part of the program(s) needs improvement?

---

---

9) How did you find out about the program(s)?

E-mail    newspaper    flyer    word of mouth    other \_\_\_\_\_

10) What additional topics for programs would you like us to offer in the future?

---

---

**Thank you for filling out this survey! We appreciate your comments.**

Please return form to SCDNR Education Coordinator, Elizabeth Vernon, P.O. Box 12559,  
Charleston, SC 29422.